



State of Wisconsin
Homeland Security Council

JIM DOYLE
Governor

MAJ GEN AL WILKENING
Homeland Security Advisor

Department of Military Affairs
2400 Wright Street
Madison, WI 53704

608-242-3000

Open Session Meeting Minutes

**Department of Military Affairs
Classroom 230**

**Tuesday, March 16, 2004
9:05 a.m. – 10:32 a.m.**

Members present: Chair Major General Albert Wilkening (DMA), Ed Gleason (WEM), Mike Metcalf (CapPol), Dave Steingraber (OJA), and Jim Warren (DCI).

Members absent or excused: Ken Baldwin (retired) (DHFS), and David Collins (WSP).

Alternates present: Tom Anderson (DHFS alternate), Mike Kunesh (OJA alternate), and Steven Sell (WSP alternate).

Others present: Randi Milsap (DMA Legal Counsel), Lynn Rasmussen (DMA staff), Holly Heggstad (WEM staff), UW-Madison Police Chief Sue Riseling (Wisconsin Chiefs of Police President), Sue Buroker (DATCP), Tom Alt (DHFS Interim Public Health Administrator), Steve Marshall (DHFS staff), Steve Peterson (WEM staff), Diane Kleiboer (WEM staff), Bill Clare (WEM staff), Jerry Haberl (WEM staff), Al Shanks (WEM staff), and Dick Lorang (DATCP consultant).

First Responders present via teleconference: Chief Neil Cameron (Appleton Fire Department and Regional Response Team Network) and Ben Schliesman (Kenosha County EM Director).

Quorum present.

Chair Wilkening called the meeting to order at 9:05 a.m. First responders subgroup were teleconferenced into the entire Council meeting.

1. Review and approval of minutes of January 30, 2004 open session meeting minutes.

A motion was made by Dave Steingraber and seconded by Ed Gleason to approve the minutes from the January 30, 2004 open session meeting. **Motion carried.**

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2. Agency updates.

- WSP: DOT hired an LTE to develop COOP and COG plans.
- CapPol: Retractable bollards project has been placed on hold. The retractable bollards were to be placed at each Capitol entrance to enhance security.
- OJA: The State Strategic Plan has been updated. We have provided an updated draft dated March 15, 2004 to the Council. The changes/revisions to the previous draft occurred in the goals. We have worked with WEM.
- DCI: Since the recent bombings in Madrid, there is greater interest in the security of railways and subways. No threats specific to Wisconsin.
- WEM: Since the last Council meeting, the Department of Homeland Security has reached out to the states regarding the Critical Infrastructure of national significance that resides in Wisconsin. We were asked to validate data; Wisconsin added 10 more items. The plan is to have all buffer zone protection plans submitted by June 1, 2004. Will use guidance, which has yet to be written, to develop plans. Department of Homeland Security will work with states beforehand. The Interagency Workgroup on Terrorism met on March 11, 2004 to discuss Incident Command System training for state agencies. The Governor's Conference on Emergency Management will be held in Appleton on March 30-31, 2004. On March 29, 2004 WEM and OJA will meet with the Counties to go over issues, grants and the Strategic Plan.
- DMA: We are completing the first year of the existence of the Homeland Security Council. We have a number of goals and objectives identified for our second year. We have received numerous press releases from Gov Ridge outlining DHS initiatives. Chair Wilkening reviewed the Department of Homeland Security's vision, their mission, and their priorities. Many of the national priorities mirror our state priorities. Homeland Security is still a work-in-progress. We are excited to have the Joint Regional Exchange System (JRES) in this state. On March 12, 2004, Ed Gleason, WEM staff, Dave Steingraber, Mike Kunesh and I attended a First Responders Summit at the Oak Creek Police Department, which was hosted by Rep. Paul Ryan. We gave a presentation on the Homeland Security Council and its ongoing activities and milestones. We will be giving that presentation to other groups, as well. On March 15, 2004 we met with several of our outreach organizations – the Wisconsin Counties Association, the Wisconsin Towns Association, and the Wisconsin Alliance of Cities. At the last minute, the representative from the Wisconsin League of Municipalities was unable attend. We will be giving the same Homeland Security Council presentation to the Wisconsin Counties Association on March 26, 2004 in Oshkosh. The Council plans to provide information to a variety of groups through a series of articles in their group newsletters, as well as our own WEM Digest.

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- DHFS: Tom Anderson introduced Steve Marshall, DHFS Disaster Preparedness Specialist.
 - DHFS (Tom Anderson): The Department of Homeland Security placed a freeze on the creation of additional Disaster Medical Assistance Teams (DMAT's). This has significantly impacted Wisconsin's Disaster Medical Assistance Team. There are currently 79 DMAT's in the United States but Wisconsin does not have one. We may have to abandon the efforts to create a DMAT because the dedicated volunteers are getting frustrated with the delays. This would not be our desire and we may need additional outreach to DHS to break the log jam.
 - DHFS (Steve Marshall): We are into the third year of funding Disaster Preparedness since September 11, 2001. There is a Federal budget reduction of CDC funds by \$105M, which amounts to a \$3M reduction to Wisconsin. The reduced level of funding may put us in bind. Waiting for the final Federal budget to determine what focus areas will be funded. May move into a maintenance mode of funding. Worked with local hospitals and public health on their bioterrorism and biochemical plans. These plans now use the same format as WEM. Should complete a final draft by spring. Will hold a Preparedness Conference in Appleton on 13-14 September. Look at communication issues. Working on 10 regional exercises to test plans. WEM is helping develop these exercises.
- DMA: On March 9, 2004, it was announced that Wisconsin was one of twelve new states to receive a Weapons of Mass Destruction - Civil Support Team (CST). The CST will consist of a full time 22-member team. I will give the Council a more detailed briefing at the next meeting. There will be a selection process to determine the location of the team, as well as the Commander and all team members. The total package will be \$7.5M for equipment and training. CSTs will support the First Responders and provide guidance and advice on the scene. Their mission is to test, analyze and provide guidance at the scene of an incident.
 - DHFS: Does the \$7.5M include salaries?
- DMA: The \$7.5M is the initial start-up figure. The economic impact is expected to be \$8-10M annually. This was a Congressional initiative. Department of Defense (DOD) thought we had enough capabilities. Sen. Feingold took the lead and introduced the legislation for the funding of these additional CSTs. There was overwhelming Congressional support for the funding of these CSTs. When we visited our Congressional delegation on March 3-4, 2004; we briefed the EMPG grant issue because of its proposed limitations.
 - WEM: I believe Congress will undo the proposed 25% personnel cap on EMPG funding. The personnel cap would adversely affect the county emergency management staffing levels, as well as WEM's.

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3. First Responder Reports.

- Kenosha County (Ben Schliesman): I thought the draft State Strategic Plan was an excellent, captivating and aggressive document with measurable goals. It was a “how to” on how State and counties should work together. I would like to compliment everyone for their work. I spoke to Dennis Tomczyk at DHFS and he assured me that money for decon equipment will be going through the county EM director. I am chairing the subgroup for WEMA regarding training certification. I have received good feedback from 25-26 county EM directors. Different counties put different credence on certification. On March 15, 2004 I met with Tyco Electronics regarding “Network First”. This was put in the Pennsylvania and Washington, DC areas. The program takes audio, sends it to the computer gateway and then sends it to a router, which assigns it a computer IP address. That way everybody can talk to everybody. This was initially used at Three-Mile Island.

9:38 a.m. – Al Shanks (WEM staff) arrived at the meeting.

- Kenosha County (Ben Schliesman)(contd): When giving Homeland Security Council presentations, you may want to remind everyone that the Council receives input from the First Responder Group, which is made up of Law Enforcement, Fire, and Emergency Management.
- Appleton Fire Department and Regional Response Team Network (Chief Neil Cameron): Working with OJA on subgroups and regional teams.
- UW Police Chief (Sue Riseling): Also impressed with the draft of the State Strategic Plan. Attended the WCPA Mid-Winter Training Conference in Kimberly on March 1-4, 2004. Good presentations. I have been appointed to the International Association of Chiefs of Police Association’s Homeland Security Committee. At the last Council meeting I briefed you on a Request For Proposal (RFP) for an access control system. 16 companies responded to our RFP; we have the list narrowed down to 9 companies who will be interviewed to find the best system. The WCPA Board may be a good avenue for the Homeland Security Council presentation.
- DATCP (Sue Buroker): Attended a Multi-State Partnership on Security in Agriculture meeting last week with Barb Knapp (DATCP). Main focus was on communications abilities and review of State Emergency Response Plans.
- DATCP (Dick Lorang): Regarding the presentation that I gave at the October 29, 2003 Homeland Security Council meeting. Does anyone have any follow up questions on the benchmarks? Do you want them sent out to other State agencies?
 - DMA (Randi Milsap): We can certainly send it out to other agencies.
- DHFS (Tom Anderson): In conjunction with Department of Agriculture, DHFS is focusing on Table Top Exercises. Barb Knapp is working the issue. We’re looking at holding those exercises in mid-April.

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- OJA (Mike Kunesh): We have developing news regarding the availability of '04 funds. It has moved to the Office of Budget, which is the last step before distribution to the states. We should hear something by next week.
 - OJA (Dave Steingraber): The significance of the availability of '04 funds is that it starts the clock running.
- OJA (Mike Kunesh): The timeline for allocating the money is out. Originally, the website showed TBA. The timeline to the counties is April 5, 2004; the timeline to the State agencies is April 12, 2004. It is a 20 page application/form which requires a return to us in 45 days. To ease the process, OJA will fill out the paperwork. The money will then be obligated. The significance is that it opens up the money immediately.
- OJA (Dave Steingraber): There has been an ongoing federal issue about the availability of funds to cities. The cities complained that the funds don't get to them. On March 15, Secretary Ridge appointed a Task Force to look at the whole issue of funding. The way the system currently operates is that they establish strenuous deadlines, which everyone works hard to meet, and "then nothing" seems to happen. OJA is committed to shortcutting that process. We are looking at state procurement bulletins. We are still sitting on money until expenditure claim is filed. The procurement process at the local level is still the bottleneck. The money flow will continue to be debated but expect the program will be reshaped in the next 12 months.
 - Appleton Fire Department and Regional Response Team Network (Chief Neil Cameron): Well aware about the challenges at the county level. Hears from locals the frustration with money flow.
 - Kenosha County (Ben Schliesman): Working with WEM and OJA is good. Biggest headache is the local purchasing process.
 - UW Police Chief (Sue Riseling): UW has the opposite problem. UW will do the work and then balance the books later knowing that it will get the money. Department of Homeland Security won't pay for work done prior to approval of the money. We need to get the okay first. Irony in getting things procured. The Bollards in front of the Kohl Center is a prime example. We can't just go forward with the project because the money may not be paid if we start the project prior to grant award.
- OJA (Mike Kunesh): Meeting with the Purchasing Agents Associations to speed up the purchasing process. The Federal requirements require supplanting – no purchase orders can be cut before the approval of the dollars.
 - Kenosha County (Ben Schliesman): We turn in everything at once. We can do it differently in '04.
- OJA (Mike Kunesh): We did ask counties not to piecemeal.

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10:03 a.m. – Short Break.

10:13 a.m. – Reconvene.

4. Discussion of Statewide Strategic Plan's Goals and Areas of Emphasis.

Dave Steingraber: We will make the revised draft available to the first responder group. We made some basic changes to include: deleting the lead agency designation from each goal; adding a chapter on organization and structure of Department of Homeland Security, including Homeland Security Council, as well as a Goal for Mutual Aid and National Incident Management System (NIMS) and Geographic Information Systems. The changes may be substantive but there were not dramatic changes. Recommend getting out final document to Homeland Security Council and First Responders subgroup next week.

- DHFS (Tom Anderson): Want to make sure the Strategic Plan melds with DFHS goals.
- OJA (Dave Steingraber): Yes. Still making sure that what OJA interprets is what the Agency wants because the goals and objectives in the Plan are what will determine the use of funds.

Several recommended changes/clarification to the State Strategic Plan were provided to OJA.

- Chair Wilkening: Get any additional changes to OJA quickly as our next Council meeting is scheduled for March 25, 2004.
- WEM (Ed Gleason): Can we provide a draft to the First Responders subgroup?
- OJA (Dave Steingraber): Yes, but two goals are still being re-written. We feel the Plan is a pretty firm document with just wordsmithing/minor clarifications.
- WEM (Ed Gleason): Do we have a timeframe for validating the threat vulnerability?
- OJA (Dave Steingraber): No, not yet. Our next meeting is coming up in April.

5. Other Business.

- Chair Wilkening: A reminder to all Council members that we are working on scheduling a C26 Counter Drug orientation flight for Council members. We will also arrange for the Minnesota CST to brief the Council.

6. Public Comments.

There were no comments from the Public.

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7. Set date, time and place of next meeting.

The next meeting will be on Thursday, March 26, 2004 from 9:00 a.m. to 11:00 a.m. in Class Room 230 at the Department of Military Affairs.

8. Adjournment.

A motion was made by Mike Metcalf and seconded by Jim Warren to adjourn the meeting. **Motion carried.**

10:32 a.m. – Meeting Adjourned. Ended teleconference call with First Responder Subgroup.